

# GREAT SANKEY PARISH COUNCIL

## Finance Committee

Minutes of meeting: Tuesday 3<sup>rd</sup> December 2024  
Whittle Hall Community Centre

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**Chair:** Cllr Williams  
**Present:** Cllr Pennington  
Cllr Watson  
Cllr Cotter

**In Attendance:** K. Carter (Clerk)

**1. To receive and approve any apologies for unavoidable absence.**

Apologies were received from Cllr Simpson.

**2. To approve the minutes of previous meeting 5/11/2024.**

The draft minutes were moved and accepted as a true record of the meeting and signed as such.

**FINANCE/2024/91:**

*To approve the minutes of the meeting held on 5<sup>th</sup> November 2024 as a true record.*

**3. To review operating costs and rental rates for community centres**

The operating costs and income for the community centres were considered. With staff costs, there is currently around a £20,000 annual loss over the 5 centres. Improvements to the centres are also not included in these costs and it was also noted that employers NIC's will be increasing from April 2025.

It was agreed that the council needs to implement a rate increase for hire of the centres to mitigate the increasing costs to operate the community centres without causing undue difficulties for customers. Rates were therefore agreed for each hire class rather than applying a blanket percentage increase.

**FINANCE/2024/92:**

*To implement an increase to hire rates for the centres from April 2025 as follows:*

*Preschools, £6.60 per hour*

*Community rate, £7 per hour*

*Business rate, £17.60 per hour*

*Business rate (off peak), £13.20 per hour*

*Private functions, £80 for 3-hour booking*

*LG (Misc. Prov.) Act 1976 s19*

**4. To be informed of issues with CCTV at Tim Parry Recreation Ground and decide on action.**

Only two cameras are currently working. The maintenance contract wasn't renewed as the cover was limited but expensive. The council had previously discussed replacement of the cameras as they are now around 6 years old. Quotes will be obtained for either repair or replacement.

**5. To be updated on BT phone and broadband contracts.**

It was noted that there hadn't been any problems with the overall service or broadband provision, with the exception of Hood Manor Community Centre. This was a unique situation which has been resolved, although the contract is currently still cancelled. The problems were billing errors, and these have now also been cleared up. The service at the

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Parish Office needs updating and that at Hood Manor CC reinstating. These could be done on either a 3-year or 5-year contract. The 5-year is more cost-effective and would bring all the contracts into line with each other and this was agreed, providing that there is no reinstatement cost for Hood Manor CC as the termination was an error on BT's part.

**FINANCE/2024/93:**

*To accept 5-year contracts with BT for the phone and broadband services at the parish office and broadband at Hood Manor Community Centre, providing there is no reinstatement fee for Hood Manor (LG (Misc. Prov.) Act 1976 s19; LGA 1972 s111).*

**6. To review use of Tim Parry Community Centre for private functions.**

The introduction of the café and the vehicle barrier at Tim Parry Community Centre has created some difficulties with private functions. It was explained that Tim Parry CC is not often requested as a venue and doesn't have many bookings annually. The council could explore the use of Bewsey Barn Community Centre instead for functions.

**FINANCE/2024/94:**

*To honour the parties currently booked at Tim Parry Community Centre but remove it from the list of suitable venues for private hire and explore the use of Bewsey Barn Community Centre instead.*

**7. To scrutinise financial expenditure arising since the last meeting, including payments by Direct Debit.**

A list of payments to be made had been circulated prior to the meeting. The following payments were considered and approved.

Presented By	Description	Amount, £
T&O Harrison	Greenwaste	60.00
MKM	TP Drainage	156.88
Walton Turf	TP Drainage – Top Soil	540.00
Comtec	Centre Electrical Repairs	330.00
Mature Movers	Donation Christmas meal	150.00
Paul Brookes & Sons	Patching of footpath with tarmac– TP	300.00
MKM	Mini Excavator Hire – TP Drainage	1099.80
Travis Perkins	Limestone Chips – TP Drainage	13.50
B&B Hygiene Ltd	Cleaning supplies	489.84
Trade UK	Centre Maintenance – TP	23.51
MKM	Tip Dumper – TP Drainage	902.40
Cheshire Constabulary	PCSO Qtr 2 charge July – Sept 24	10,325.00
Ross Safety Workwear	Safety Boots	107.82
Tudor Environmental	Grounds – site upkeep	205.36
Premier Traffic Ltd	Traffic Mngt service for Remembrance	1182.00
MKM	Building Materials for TP Garden	13.26
MKM	Building Materials for TP Garden	567.41
MKM	Building Materials for TP Garden	24.18
MKM	Building Material for TP Garden	526.51
Woodend Nursery	2 Phormiom	14.00

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Chalc	Finance for Councillors training	35.00
360 Aggregates	Grade 1 Top Soil for TP Garden	286.80
The Landscape Academy	Training Course – Intro to Landscaping	1,080.00
MKM	Tip dump hire – TP Drainage	676.80
MKM	Cable locator hire – TP Drainage	21.14
MKM	Green Treated Timber – LG	959.52
MKM	Mini Excavator hire – TP Drainage	884.84
Beechwood Industries	GM Planting Bulb Planting	28,339.20
Trade UK	Padlocks and locks for Centres	22.48
Trade UK	Necked door bolt	2.49
MKM	Green Treated Timber – LG	359.82
Cheshire Turf Machinery	Mower service	445.94
Firecheck Northwest Ltd	Fire safety upgrades Centres	408.84
B&B Hygiene Ltd	Cleaning supplies	263.25
All Steel Fencing	Mesh Fencing	594.00
Toilets on the Go	Fun Day Toilets – 2025	264.00
Equals	Petty cash top-up	1016.56
	<b>TOTAL</b>	<b>£52,692.15</b>

**FINANCE/2024/95:**

*To authorise all payments listed (under LGA 1976 s19 or LGA 1972 s15(5), s101, 111, 112, 133, 142 or 137).*

The following direct debits on the Council's account during October were also checked:

Novuna	01/10/2024	Electric Van	Lease	456.20
BT	01/10/2024	WIFI/Telephone	WH-Office	129.24
Lex Autolease	01/10/2024	Council Electric Van	Lease	851.98
Water Plus	01/10/2024	Water charges	BB	44.69
Water Plus	01/10/2024	Water charges	HM	50.95
Water Plus	01/10/2024	Water charges	WH	80.38
SSE Energy	02/10/2024	GAS	HM	87.80
SSE Energy	02/10/2024	GAS	BB	71.31
SSE Energy	02/10/2024	GAS	HL	30.85
SSE Energy	07/10/2024	GAS		355.88
Peninsula	11/10/2024	H&S Service	H&S	200.93
Global 4 Comm	14/10/2024	Office 365/email	Office	5.87
Water Plus	21/10/2024	Water charges	HL	28.00
Water Plus	21/10/2024	Water charges	TP	83.37
SSE Energy	21/10/2024	Electricity	BB	336.64
WBC	30/10/2024	September Business Rates	TP	96.00
WBC	30/10/2024	September Business Rates	HM	61.00
WBC	30/10/2024	September Business Rates	WH	65.00
WBC	30/10/2024	September Business Rates	BB	52.00
BT	31/10/2024	WIFI/Telephone	WH-Office	129.24

*AV Williams*

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Utility Warehouse	31/10/2024	Mobile phones	Office	53.40
Service Fee Charge	31/10/2024	Service Charge	Office	16.20
			<b>TOTAL</b>	<b>£3286.93</b>

**8. To consider any quotes received and authorise or make recommendations to full Council where appropriate.**

a. for walkie talkies for use at Sankey Summer Fun Day. Proposed by councillors who attended as marshals on Remembrance Sunday where these were used. GSPC usually hires walkie talkies for the Fun Day; these would be a more cost-effective option (£94.99 for 4). Agreed to purchase 8 units.

**FINANCE/2024/96:**

*To purchase 8nr Motorola TLKR T62 walkie talkie radios for use at Sankey Summer Fun Day and other events (LGA 1972 s145).*

b. to install perimeter fencing around Bewsey Barn Community Centre to protect the site and customers using the centre. The grounds are large, approx. 280m of fencing is required with two gates – one pedestrian, one vehicular. Two quotes had been received prior to the meeting, a third is expected with prices from £19,652 to £16,060. A query was raised with regard to the VAT on one quote. It was agreed to clarify the VAT and await the final quote before making the final decision via email. Funding for this project will be drawn in part from remaining funds in the grounds budget and the rest from the newsletter budget which is no longer required.

**FINANCE/2024/97:**

*To install perimeter fencing at Bewsey Barn Community Centre; To clarify the VAT on one quote and await a third quote; final decision to be made via email (LGA (Misc. Prov.) Act 1976 s19).*

**9. To consider requests for financial assistance**

Request 1: from Sankey Seniors for donation towards Christmas party for 40 members - £200 approved.

**FINANCE/2024/98:**

*To give a donation of £200 to Sankey Seniors towards their Christmas party (LGA 1972 s137).*

Request 2: from Great Sankey Primary School for donation towards toy hampers for families in need - £100 approved.

**FINANCE/2024/99:**

*To give a donation of £100 to Great Sankey Primary School for toy hampers (LGA 1972 s137).*

Request 3: from Warrington Open Doors at Christmas - £250 approved.

**FINANCE/2024/100:**

*To give a donation of £250 to WODAC (LGA 1972 s137).*

Request 4: from Cadets (Bewsey Barn Community Centre) for permission to use an indoor air rifle range. Example risk assessments have been forwarded; if permission is granted

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specific risk assessments will be produced for the centre. Clerk was asked to ensure rifles are not to be stored on site, that the pellet size is suitable for indoor use (.177 rather than .22), there is a sufficient backstop and that the floor is swept carefully after use for any spent pellets. Permission is granted if these conditions are agreed to.

**FINANCE/2024/101:**

*To give permission to the Army Cadet group at Bewsey Barn Community Centre providing rifles are not stored on site, pellet size is suitable for indoor use (.177), there is a sufficient backstop, and any spent pellets are collected after use (LG (Misc. Prov.) Act 1976 s19).*

**10. Budget 2024-25: to scrutinise documentation and when satisfied as to correctness to sign off financial reports and bank reconciliations for October.**

The bank reconciliation and budget monitoring pages for October were considered and accepted. Checks on financial transactions were carried out prior to the meeting by Cllrs Watson and Pennington.

**FINANCE/2024/102:**

*To accept the bank reconciliation and budget monitoring pages for October 2024 (Accounts and Audit Regulations 2015 reg 4).*

**11. To be informed of tax base for the 2025-26 precept and review the draft budget.**

There has been a small increase in the tax base for 2025-26 (11143 compared to 11046 for current year). The draft budget was considered; this includes operating costs for the council and monies for community projects. A small increase in the precept of at least 5% will be needed to cover operating costs. At present, there is no budget allocated for new grounds projects, for an additional apprentice to be taken on or for the project to relocate the grounds depot to a permanent home. Also discussed was the possible enhanced maintenance needed on the Parish Playing Field if the funding for drainage installation is successful. It was proposed that the increase of £7.29 per annum for a Band D property is requested; this is a 15% increase but is a relatively small amount in real terms and it is hoped that residents will recognise the investment that has been happening into the parish by the council. The recommendation will be made to full council for discussion ahead of the final decision which will be made in January 2025.

**FINANCE/2024/103:**

*To propose an increase in the precept of £7.29 per annum on a band D property (annual cost £55.88) to give a precept of £622, 654 (LGFA 1992, Part 1, s41).*

**12. To authorise payment of wages, tax and ERNIC for November.**

The list of wages to be paid was considered and authorised. It was noted that this month's wages include the back pay for the approved salary increase from April 2024 for key personnel and a £100 Christmas bonus for all staff. Total Employment Costs (including salaries, pensions & HMRC) were £26,850.24.

**FINANCE/2024/104:**

*To authorise payment of wages and HMRC costs (£26,850.24 total) for November 2024 (LGA 1972 s112).*

**13. To agree date of Finance Committee meeting for January 2025**

Agreed as Monday 30<sup>th</sup> December 2024.